



ADVISORY BOARD OF DIRECTORS  
SUNRISE RECREATION & PARK DISTRICT  
7801 AUBURN BLVD  
CITRUS HEIGHTS, CA 95610

**THURSDAY, NOVEMBER 17, 2016**

**REGULAR MEETING 7:00 PM**

Board of Directors: Shannon Brown, Rita Lingwood, Tony Makarczyk, Michelle Rivas, Mark Shahan

**SECTION 1**

**REGULAR SESSION**

The Advisory Board of Directors welcomes and encourages participation in the Board meetings. The Board of Directors may take up any Agenda item at any time, regardless of the order listed. Action may be taken on any item on the Agenda.

1. CALL REGULAR MEETING TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA
6. COMMUNICATIONS RECEIVED AND FILED
7. PRESENTATION

**SECTION 2**

**PUBLIC COMMENT**

Members of the audience may address the Board on any item of interest to the public and within the Board's purview, or on any Agenda Item before or during the Board's consideration of the item. If you wish to address the Board during a meeting, please fill out a Speaker Identification Sheet and give it to the Clerk. When you are called upon to speak, step forward to the podium and state your name for the record. Normally, speakers are limited to three (3) minutes each with 30 minutes being allowed for all comments. Any public beyond the initial 30 minutes may be heard at the conclusion of the agenda. The Chairperson has the discretion to lengthen or shorten the allotted times.

### **SECTION 3: CONSENT MATTERS**

The consent matters are acted upon as one unit.

1. Approval of minutes from the Advisory Board of Directors meeting for October 20, 2016.
2. Approval of 2016-17 October Financial Report.
3. Approval of billing and refund report for October 2016.
4. Approval of the October 2016 Park Operations Report. [Operations Report](#)
5. Authorize the District Administrator to approve a facility use permit with Phantom Fireworks and forward to the Board of Supervisors for final adoption. [Staff Report](#)

### **SECTION 4: ADMINISTRATION BUSINESS**

6. By motion, approve the Sunrise Recreation and Park District Master Fee Schedule. [Staff Report](#) [2017 Fee Schedule](#)
7. By motion, approve the Sunrise Recreation and Park District Food Allergy Policy effective November 18, 2016. [Staff Report](#) [Food Allergy Policy](#)
8. By motion, approve deletion of miscellaneous inventory items. [Staff Report](#) [Inventory List](#)
9. Review the December 2016 Advisory Board Meeting Schedule. (Oral Report)

### **SECTION 5: ITEMS FROM THE ADVISORY BOARD**

The next subcommittee meetings are scheduled for November 2016 as follows:

Personnel and Programing  
Thursday, December 1, 2016 – 6:00 pm  
Rita Lingwood/Shannon Brown

Park Development and Finance  
Thursday, December 1, 2016 – 5:00 pm  
Tony Makarczyk/Mark Shahan

December 5, 2016 – 7:00 pm  
Capitol Pops Concert – Rusch Park Auditorium

December 15, 2016 – 10:00 am  
Brunch with Santa – Rusch Park

**SECTION 7: ADJOURNMENT**

The Agenda for this meeting of the Advisory Board of Directors for the Sunrise Recreation and Park District was posted in the following listed sites before the close of business at 5:00 pm on the Friday preceding the meeting.

1. Sunrise Recreation and Park District, 7801 Auburn Blvd, Citrus Heights, CA
2. Foothill Community Center, 5510 Diablo Drive, Sacramento, CA
3. Crosswoods Community Center, 6742 Auburn Blvd., Sacramento, CA
4. City of Citrus Heights, 6237 Fountain Square Drive, Citrus Heights
5. District Website ([www.sunriseparks.com](http://www.sunriseparks.com))
6. North Highlands-Antelope Library

